

Commissioner Deborah A. Gist's Weekly Field Memo
Friday, May 11, 2012

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Action Item Calendar

- May 18: Deadline for registration for web-portal design contest (see below)
 - May 24: Deadline for submitting NECAP Science exemption requests (see below)
 - May 25: [Professional Learning Community](#) grant applications due
 - May 25: Deadline for data managers/IT directors to resolve TCS errors (see below)
 - June 1: [Educator Talent Pool](#) packets submission deadline
 - June 1: [District Teacher of the Year](#) application deadline
 - June 5: Deadline for teachers to sign off on TCS data (see below)
 - June 8: Data collection for [PARCC Technology Readiness](#) Tool due
 - June 13: Preliminary reports on Early Intervention Services due (see below)
 - June 13: Deadline for homeless-education data filing (see below)
 - June 22: Deadline for principals to sign off on TCS data (see below)
 - June 29: Final reports on Early Intervention Services due (see below)
 - June 30: Schools and districts submit [final personnel assignments](#)
 - July 15: Deadline for final reporting of [evaluation ratings](#)
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Note from Commissioner Gist:

1. Deadlines for of submission of Teacher of the Year nominations, Educator Talent Pool packets extended to June 1 – *Action Item*

I want to remind you that, for the past several weeks, we have been requesting nominations for distinguished educators. RIDE maintains a file of eminent teachers and principals. Throughout the year, these educators may be considered for membership on advisory boards and task forces, as well as candidates for special recognition programs. This year, we are asking you to recommend up to 3 individuals who represent educators *relatively new to the profession* (5 to 12 years) who demonstrate unusual instructional and inspiring presence that affects students, colleagues, and the community

To ensure that we get the best candidates for this talent pool, we are extending the submission deadline for completed packets to **June 1**.

For instructions to complete the distinguished educator packets, please click on the following link:

<http://www.ride.ri.gov/EducatorQuality/Recognition/default.aspx>

If you have any questions about the timeline for your district, please contact Mary Keenan (mary.keenan@ride.ri.gov).

Similarly, several districts have requested more time to send in their District Teacher of the Year candidate selection. Therefore, we have extended the Teacher of the Year (TOY) application

deadline as well, to **June 1**, to allow you time to complete your district application process and selection. We have received District TOY names from 19 districts and from 1 charter public school. I strongly encourage you to select a district teacher to represent your district as your District Teacher of the Year throughout the coming school year. Remember that we have streamlined the District Teacher of the Year application further encourage excellent candidate applications.

The Teacher of the Year Program has been expanded to reward and recognize Rhode Island teachers for their dedication and talent. Each appointed district representative will have the opportunity to participate in a year-long Mentor and Support TOY Program that will help them prepare for the State Teacher of the Year application process, conducted in the spring 2013. As a cohort, district Teachers of the Year will meet three to four times during their year of service to share ideas and to receive support from RIDE regarding how to complete the State Teacher of the Year application.

Note: If you have *not* submitted a TOY candidate from your district but you intend to do so, please let Mary Keenan know by **Monday** (May 14). Next week, I will reach out to each superintendent who has neither submitted a candidate nor contacted Mary Keenan by Monday.

For instructions to complete the Teacher of the Year application click on the following link:

<http://www.ride.ri.gov/Educ/atorQuality/Recognition/default.aspx>

If you have any questions about the timeline for your district, please contact Mary Keenan (mary.keenan@ride.ri.gov).

From RIDE:

2. Deadline for submitting exemption requests for NECAP Science testing set at May 24

Please see the following message from our Office of Instruction, Assessment, and Curriculum:

The deadline for submitting requests for student exemption from NECAP Science testing is Thursday, **May 24**. All submissions must be submitted through eRIDE, and a signed copy of the "District Assurances Form" (Form 1) must be faxed to 222-3605 no later than 3 p.m. on May 24. To download copies of the necessary forms as well as a copy of the guidance document, which explains the policies and processes for requesting exemption, please go to the RIDE website:

http://www.ride.ri.gov/Assessment/necap_SASC.aspx

If you have any questions, please contact Dr. Kevon Tucker-Seeley (kevon.tucker-seeley@ride.ri.gov), or 222-8494).

3. RIDE to hold student contest for name, logo design for new web portal

Please see the following message from our Office of Data, Analysis, and Research:

RIDE is developing and upgrading a number of new online resources for public-school teachers and principals in Rhode Island. These systems will provide educators with resources, tools, student information, training supports, and data analysis that can help them be more efficient and effective. Educators will access this new suite of tools by signing into our new online portal. These systems are being created through the Race to the Top grant that Rhode Island won in 2010. RIDE has invested the funding necessary to build the tools needed to ensure that real change in instructional practices within the classroom is supported, sustained, and accessible to all those who make a positive difference in the lives of our students every day.

RIDE is holding a contest for Rhode Island public-school high-school students to design the name, logo, and a tagline (slogan) for the new portal for Rhode Island educators. Teams of up to five students are invited to participate in this contest. The winning team members and their teacher will each receive an Apple iPad. Student teams may receive support from their school faculty members but may not look outside of the school community for help.

Entry requirements:

- The target audiences for this portal are teachers, principals, administrators, and other school staff.
- The message that needs to be conveyed is that the portal is convenient, easy to use, available 24/7, and that it will be a valuable support for educators.
- Submissions must have all three components: (1) name for the portal, (2) logo for the portal, and (3) tagline (slogan) for the portal.
- Artwork must be original.
- No copyrighted material will be accepted.
- Logo submissions must be sent as a jpeg or tiff graphic design.
- Logo must be 5 inches by 7 inches and at least 300dpi.
- Submissions must be sent via e-mail to michael.ferry@ride.ri.gov.
- Submissions are due by 5 p.m. on Friday, June 8.

Registration: Schools that would like to register for the contest must submit their registration by Friday, **May 18**, to michael.ferry@ride.ri.net.

Please include:

- School name
- Students' names
- Teacher's name

Additional information will be sent after RIDE receives registration information.

4. Preliminary reports on students receiving Early Intervening Services due June 13 – Action Item

Please see this message from our Office of Student, Community, and Academic Supports:

Any general-education students, grades K-12, who received academic or behavioral interventions provided through Coordinated Early Intervening Services (CEIS) funds from IDEA, Part B, must be counted and reported to RIDE. In addition, any general-education students, grades K-12, who benefitted from teachers or other support staff who received CEIS-funded professional development related to the delivery and evaluation of academic or behavioral interventions must also be counted and reported. For reference, the EIS services in question would be found in the approved Fiscal Year 12 CRP IDEA, Part B, application on the EIS plan as well as in the budget under UCOA program code 14.

To ensure the timeliness and successful submission of data, please ask the individual coordinating EIS services in your district to collaborate with your district data manager to review the reporting requirements, which will describe how to identify the general-education students who received services during the current school year (2011-12) and how submit the listing through eRIDE (<http://www.eride.ri.gov/>).

This reporting is due by June 29, with a preliminary data submission on **June 13**, before the close of the school year, while program staff are in school for clarification requests.

Districts that voluntarily chose to use CEIS funds must report student participation.

Data collected is subsequently reported to OSEP, along with the total funds spent on CEIS.

For further details, please review the EIS memo from OSCAS, at:

<http://www.ride.ri.gov/OSCAS/Documents/Attachments/EIS%20memo%202012.pdf>

5. RIDE to conduct civil rights reviews of career-technical programs

Please see this message from our Legal Office:

In accordance with federal requirements, RIDE will shortly be conducting a series of civil rights reviews of CTE programs in several school districts. These districts will be selected through a statistical process approved by the U.S. Department of Education.

Superintendents of these districts will soon receive a letter indicating the procedures involved in conducting the reviews. RIDE is committed to working cooperatively and efficiently with the districts to ensure proper compliance with civil rights requirements.

For details on the process, please follow this link:

<http://www.ride.ri.gov/HighSchoolReform/default.aspx>

6. Homeless-education data filing deadline set at June 13

Please see this notice from our Office of Student, Community, and Academic Supports:

The U.S. Department of Education requires that *all* LEAs collect and report data on students experiencing homelessness. This is critical data that informs our federal reporting and affects federal funding decisions. Please remind your homeless-education liaison to work with your data manager in order to ensure the accuracy and timeliness of this data submission. The deadline for the Homeless program file to be uploaded into eRIDE is **June 13**.

7. RIDE releases Growth Model data, Growth Model Visualization Tool

Please see this message from our Office of Instruction, Assessment, and Curriculum:

This week, RIDE released LEA and school-level Growth Model data to principals and superintendents, which shows how much progress students in grades 3 through 7 have made, relative to their academic peers, from one year's NECAP mathematics and reading assessment to the next. We also debuted the Growth Model Visualization Tool, a user-friendly tool that allows educators, parents, and all community members to see in a clear, graphic presentation which of our schools are most effectively advancing student achievement, regardless of the overall performance level of the school.

We will issue a news release about the Growth Model and the visualization tool on Tuesday (May 15); however, the tool is currently available for your review and can be accessed at:

<http://rigm.ride.ri.gov/>

Throughout this month, RIDE is hosting regional workshops on the Growth Model for elementary- and middle-school principals and other school and district leaders. The full calendar of sessions and online registration is available through the RIDE calendar, at:

<http://www.ride.ri.gov/applications/ridecalendar.aspx>

If you cannot attend a workshop, you can learn more about the Rhode Island Growth Model and see a demonstration of the Growth Model Visualization Tool by accessing the recording of our most recent Comprehensive Assessment System webinar, at:

<http://www.ride.ri.gov/assessment/CAS.aspx>

Talking Points for district and building leaders, as well as Frequently Asked Questions about the Growth Model and the visualization tool, will be available on the RIDE Growth Model webpage (<http://www.ride.ri.gov/assessment/RIGM.aspx>) by Monday (May 14).

If you have any questions, please contact Jessica Brown, at Jessica.Brown@RIDE.RI.GOV or 222-8253.

8. Changes announced regarding data collections

Please see this notice from our Office of Network and Information Systems:

RIDE has put in place many changes to data collections for the current (2012-13) school year. Documentation is available on our website describing the exact changes in each collection. The information can be accessed through the Office of Network and Information Systems home page or directly, at:

<http://www.ride.ri.gov/ONIS/DataCollectionChanges.aspx>

9. Key dates announced for submission of teacher-course-student data

Please see this notice from our Offices of Network and Information Systems and Data, Analysis, and Research:

In order to begin the next round of roster verification, we will again be requesting teacher-course-student (TCS) data submissions from all LEAs that have students in grades 3 through 7. Please be aware of the following key dates:

- Friday, May 18: Snapshot date. RIDE will be pulling TCS data into the roster verification system for this date.
- Tuesday, May 22, to Thursday, May 24: Principals will have access to view the TCS data that LEAs are submitting. They should work with Data Managers or IT Directors to have teachers, courses, or sections added or deleted from the TCS submission, as necessary.
- Friday, May 25: Deadline for Data Managers and IT Directors to complete and resolve all data-submission errors on their TCS submission.
- Tuesday, May 29: RIDE will pull TCS data into the roster-verification tool.
- Tuesday, May 29, to Tuesday, June 5: Teachers review their rosters (as of May 18), make edits as necessary, and sign off.
- Wednesday, June 6, to Friday, June 22: Principals review teachers' rosters, make edits as necessary, and sign off.

Please make sure that Data Managers or IT Directors, teachers, and principals are aware of these dates.

Data managers and IT directors can e-mail our Help Desk, at helpdesk@ride.ri.gov, with data-submission questions.

Additional information and resources for principals and teachers is available on the Roster Verification page of the RIDE website, at:

www.ride.ri.gov/29.

The rosterverification@ride.ri.gov Help Desk will also be available throughout this time period. Thank you for your help with this crucial process.

10. Draft of Next Generation Science Standards released for public comment

Please see this message from our Office of Instruction, Assessment, and Curriculum:

The first draft of the Next Generation Science Standards (NGSS) was released today (May 11). This draft of the NGSS will be online for public comment for three weeks, until June 1.

Science educators, supervisors, administrators — in fact all who are interested in the future course and direction of science education — are encouraged to carefully read these new science standards and submit comments online to Achieve during the comment period.

Several districts and science initiatives within Rhode Island will be hosting sessions where educators can review the draft NGSS as a group or as individuals. More information will be released on these review sessions as it is available.

In order to review the draft NGSS effectively, reviewers must have an understanding of the Framework. You can download the Framework, at:

http://www7.nationalacademies.org/bose/Standards_Framework_Homepage.html

The draft of the standards will be posted for comment by the end of the day today (May 11), on the Next Generation Science Standards website, at:

www.nextgenscience.org.

Additional information can be found on the RIDE website, at:

<http://www.ride.ri.gov/instruction/NextGenScience.aspx>

If you would like receive e-mail announcements about NGSS, send an e-mail to:

NGSS-L-request@LISTSERV.RI.NET

From other state agencies:

11. White-powder mailings reported in Massachusetts, Texas

Please see this notice from the State Police:

Please be aware that there appears to be another round of white-powder mail incidents going around the country, with the letters originating from Dallas, Texas, again. There have been several incidents in Texas, and there was one incident at a school in Mansfield, Mass., yesterday. At this time, there have been *no* reported incidents in Rhode Island

Please remember to follow proper protocol if a suspicious or white-powder letter is received, as previously directed by the Emergency Management Agency.

Other:

12. More than 150 scholarships available for Rhode Island students

Please see this message from the Rhode Island Foundation:

More than 150 scholarship and fellowship funds are available to assist Rhode Island students and families with education costs. The scholarship funds, established by donors and organizations to help defray education expenses, are managed and administered by the Rhode Island Foundation. Last year alone, the Foundation distributed more than \$1.4 million in scholarship assistance.

The scholarships and fellowships available benefit students at a variety of levels, from middle school to post-graduate. Some of the opportunities are specific to a geographic region, ranging from North Smithfield to Block Island, or support a certain field of study, including nursing, foreign languages, music, and jewelry design.

The scholarship opportunities available for Rhode Island students include:

- The Bernard and Henrietta O'Rourke Scholarship is for residents of Lincoln, RI, who are pursuing undergraduate or graduate level studies and have financial need. Deadline is **June 2**.
- The Rhode Island Commission on Women/Freda Goldman Education Award is for Rhode Island women pursuing education or job training beyond high school who need assistance with transportation, child care, educational materials, or other support services. Deadline is **June 15**.
- The Bruce and Marjorie Sundlun Scholarship is open to low-income single parents in Rhode Island. Preference is given to men or women currently or previously receiving state aid or those who have been previously incarcerated or will soon be released from prison. Deadline is **June 15**.

Interested applicants may review eligibility requirements and application procedures for these and all available scholarships on the Rhode Island Foundation scholarship online directory, at:

<http://www.rifoundation.org/>.

For additional information, please contact Libby Monahan, funds administrator, at lmonahan@rifoundation.org or 427-4017.

RIDE will post this field memo on Tuesday, at:

<http://www.ride.ri.gov/Commissioner/fieldmemos/default.aspx>